

FUTURE COFFEE PRIVACY POLICY

1. How we use your information

When you access our website we collect personal, sensitive or protected information such as your name, business name, work, postal and email addresses, telephone numbers, credit card details, direct debit details, payment details, or any other information necessary to provide our products and services ("Services") to you ("personal information"). When you browse our store we also automatically receive your computer's internet protocol (IP) address in order to provide us with information that helps us learn about your browser and operating system.

We will only use your personal information for the provision of our Services or in the ways set out within this privacy policy, and for any other purpose which we state at the time of collection which is permitted by law and/or as required to provide the Services.

We may also use your personal information to directly market to you. If we market to the public (such as through an advertising campaign), we will only use aggregated information on a purely anonymous basis with your personal information. You can opt out of marketing activities at any time by clicking the unsubscribe button or link, or by contacting us.

We may also collect information about you and how you interact with our website, by using or storing "cookies" on your computer. You can delete cookies from your computer at any time via your internet browser. However, doing so may limit your use of some of the website's features.

Please remember that any information that you post in our public forums and any social media interfaces is public information and will not be treated as confidential. Such information can be collected and used by others. Please be careful and responsible when you are online.

We reserve the right to remove offensive, slanderous, defamatory material in our absolute discretion at any time. Use of our website is subject to our terms and conditions which are available at futurecoffee.com

2. Sharing your information

We will only disclose your personal information:

- if we have your consent
- to banks, payment processors or other payment service providers
- where disclosure is reasonably necessary to protect our rights or intellectual property or to protect the safety of our employees or the public as required or permitted by law
- where we are permitted or required by law to disclose your personal information.

If we go through a business transition, such as a sale of all or a portion of its assets, your personal information may be among the assets transferred. We will ensure the confidentiality of any personal information disclosed in this context.

3. How you may access your information

Copies of personal information which we hold may be reasonably requested by contacting us via email at info@futurecoffee.com. We may charge you a reasonable fee for complying with any such request.

We may refuse, in our sole discretion, to provide you access to your personal information, where such refusal is permitted by the *Privacy Act 1988 (Cth)*, the Privacy Principles or any other law or right.

If you no longer wish to receive email communications from us, you can unsubscribe at any time by using the link on the emails we send you, or informing us via info@futurecoffee.com and we will do it for you.

4. How we protect your information

We will act to protect your personal information in accordance with the Privacy Principles. We are committed to keeping the personal information you provide to us secure. We take all reasonable precautions to protect your personal information from misuse and loss and from unauthorised access, modification or disclosure.

While we take all due care in ensuring the privacy and security of your personal information, the possibility exists that this information could be unlawfully intercepted while in transit over the internet or while stored on our systems or on our website. We disclaim all liability to you to the greatest extent possible at law should this occur.

We will take reasonable steps to destroy or permanently de-identify personal information if it is no longer needed for the purpose for which it was disclosed.

We will take reasonable steps to correct your personal information if you inform us that your personal information is inaccurate, out of date, incomplete, irrelevant or misleading, including making any appropriate deletions or additions where necessary.

If you cease to use our Services, we may retain your personal information to comply with any record keeping obligations under law.

5. Contacting us

If you have any queries in relation to this privacy policy, or if you would like to request access to your personal information or have a complaint about a breach of privacy, then please contact us at info@futurecoffee.com

We will deal with your queries, requests and/or complaints as possible (but no later than 14 business days). Alternatively, any person may make a complaint to the Privacy Commissioner.

The Office of the Victorian Privacy Commissioner may be contacted on
Tel: 8619 8719 or Fax: 8619 8700
E-mail enquiries@privacy.vic.gov.au
or postal address at:
Level 11, 10-16 Queen Street
Melbourne 3000

6. Changes to this Privacy Policy

We will update our privacy policy from time to time as required. We may also keep prior versions of this privacy policy archived. You should periodically visit this page to review the current privacy policy.

For more information about privacy issues in Australia and protecting your privacy, visit the Federal Privacy Commissioner's website.

This privacy policy was last modified on 15/05/2017.